

CIA INTERNAL USE ONLY

24 August 1962

DD/R # 495-62

MEMORANDUM FOR: CIA Historical Staff

SUBJECT: Transmittal of Poster

1. I am not aware whether the Historical Staff is interested in adding to its collection any objects that might on their surface appear to be facetious. I think it could be argued that a history of this organization should contain some of the visible remains of its lighter moments, laughs being rather hard to get these days. It is with this thought in mind that I transmit to you a poster that was used at Mr. Bissell's office New Year's party in 1960. These parties are, as you know, traditionally rather stuffy affairs in which division chiefs drop by for a little allegedly light conversation. In an attempt to provide something of an ice breaker for the 1960 party, Mr. Bissell's staff had the attached poster prepared.

2. It is in fact a slightly more serious document than it would appear. It simultaneously provided a method for Mr. Bissell's staff to inform him about those habits of his they found most infuriating, and for him to inform his staff about certain matters of procedure about which he felt strongly. As it turned out, Allen Dulles visited this particular party, found the chart highly amusing and read each item in a booming voice to the assemblage. History kindly records that Mr. Dulles missed the point of Item 2.

3. If all this exceeds the outer limits of frivolity you can permit yourself, please feel free to destroy the evidence quietly.

FOIAb6



Assistant for Administration  
O/DDR

Attachment:  
Poster

HS/CSG-2402

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